
IT Plan – Agency Submitted

252 SCHOOL FOR THE DEAF

Version: 2007-B-01-00252

Project: Infrastructure

Date: 10/12/2006

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Agency IT Overview

Through the residential and day programming, the North Dakota School for the Deaf will provide optimum educational, social/emotional, and cultural experiences for deaf and hard of hearing children ages 0-21 and will serve as a resource center for outreach services for all North Dakota citizens. As per recent legislation ([ND Century Code 25-07-12](#)), the school for the deaf may collaborate (not compete) with public and private entities for the provision of services to individuals who are deaf or hearing-impaired. In order to provide this, NDSD will strive to keep technology up-to-date and abreast with the technical advances including quality coursework and software, hardware and infrastructure, professional development and technical support. NDSD will continue to strive to make technology and technological education a high priority in all aspects of programming for the students, their families, staff, and others. Technology expands our students' opportunity for communication as well as future employment.

Agency IT Plan Contact Data

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Agency Technology Goals And Objectives

Goal #1: Update infrastructure to more efficiently support NDSD's mission of education

Objectives:

- Replace/upgrade at least 13 computers per year
- Maintain a secure and up-to-date SERVER
- Replace and/or purchase peripheral equipment as needed
- Purchase and place SMARTBoard /Activeboard units to viable classroom locations for student utilization
- Continue to be active participant in the state's K-12 school network
- Upgrade and maintain current notebook that utilizes the Otoacoustic Emissions Unit
- Replace/upgrade video conferencing (IVN) equipment
- Maintain electronic door security system / campus security (video cameras)
- Maintain/upgrade Telecommunications equipment (phones, voice mail, video Relay via D-Link units, web cams)
- Maintain up-to-date Energy Management System
- Replace and/or upgrade current Message Board System to viable on-campus locations

Goal #2: Improve Communications and Outreach Services delivered throughout the State of North Dakota and surrounding areas

Objectives:

- Maintain up-to-date information on school web site
- Participate in the statewide on-line library network and Captioned Media Program (CMP)
- Use outreach data base to compile services
- Develop and distribute online surveys to obtain valuable information to improve delivery of services
- Continue to provide Telecommunication Services including voice mail option to viable on-campus locations
- Continue to provide email (EduTech's SENDIT) and Internet access for students and staff

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Goal #3: Utilization of Technology

Objectives:

- Expand close-captioning services for schools
- Expand and continue IVN opportunities including professional development options, meetings, class offerings, for students, individuals, groups/organizations and other agencies
- Upgrade operational and educational software programs
- Provide staff training in hardware and software programs
- Participate in mandated and elective training opportunities
- Expand video relay service

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1. If applicable, describe the reason for any extraordinary increase or decrease in your infrastructure costs.

The increase in the infrastructure budget is due to rate increases for IT-communications and IT-data processing, and additional wiring.

2. Total number of desktop computers: 55
Number of desktops for which you are requesting replacement funding: 28
Average replacement cost/desktop: 1,500

3. Total number of laptop computers: 29
Number of laptops for which you are requesting replacement funding: 14
Average replacement cost/laptop: 1,800

What state planning region are these desktop/laptop computers located?

Region 1 0 2 1 3 81 4 0 5 1 6 0 7 1 8 0

4. What percentage of these pcs are running the following operating systems:

(total should be equal to 100%)

Windows 98 4 %
Windows NT 0 %
Windows 2000 40 %
Windows XP 50 %
Other 6 %

5. What additional expenditures are being paid out of non-appropriated funds? 0

Please explain:

NA

Agency Technology Activities

The State of North Dakota maintains the ATM T1 line, router and switches. NDSD's LAN Server is currently running Windows 2000 Server and is in the process of setting up a new server and upgrading to Windows 2003 Server. The new server has been purchased and will be set up using the 'old' server as a backup unit. All workstations on the LAN are running either Windows 2000 Professional or Windows XP Professional. The computer lab continues to maintain the newest machines as well as up-to-date software programs accessible for all students and staff. The computers currently running Windows 95/98 have been placed in the classroom and dorm areas as standalones for word processing, educational games, and/or will be discarded to surplus.

NDSD's LAN consists of 1 file server, a backup file server, and 52 computers campus-wide with 2 Video Relay via D-Link units. The LAN workstations can be found in classrooms/computer lab including a laptop in the lab connected to an LCD projector, dormitory/lounge areas, offices, Library, video conference room (codec and computer), meeting room, and audiological booth. One computer in the Library/Media Center is connected to the Captioned Media Depository. CMP depository status provides opportunities for students, staff, families and the general public to order captioned films from across the United States. Printers are located in convenient locations throughout campus with one (via networked computer) connected to the state's mainframe. The Early Explorers-Headstart program began renting office and classroom spaces at NDSD in 2004 and continue to do so today. They also became a part of the LAN and phone systems at NDSD.

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Workstations not connected to the LAN have been set up to manage the 16-camera video security system throughout the campus along with electronic door locks that are also connected to the system. A computerized time management system allowing a more efficient method of record keeping was installed and is maintained at the business office. A message board system (purchased through donated funds) controlled by a workstation have been placed throughout the campus as another means of displaying information for the students and staff. NDSD is looking to replace the current message board system which has become inefficient and many boards have stopped working.

Other computers not connected to the LAN are utilized as standalone workstations used in classrooms and dormitory areas for students to use for educational software and/or games. Laptops and a tablet are maintained for student and staff use upon request. Located off-campus and not connected to NDSD's LAN are laptop computers including printers housed by the Outreach/Parent-Infant Programs in Fargo, Bismarck, and Minot.

Peripheral Equipment such as video cameras, digital cameras, TVs, VCRs, DVD/VCR combo units, scanners and LCD projectors are available to teachers and students for completion of school projects and as instruments for self-evaluation and analysis. A SMARTBoard was purchased and has proven to be a vital aspect for the students as well as a means of training for staff. An Otoacoustic Emissions Unit continues to provide early identification of hearing impairment in infants and very young children.

NDSD added to the infrastructure of the school two ITV video conference rooms and continues to be a major role in providing services for students, staff and local area. The video conference system is used for the benefit of students increasing their curriculum choices, allowing them to collaborate with other schools and classroom projects, improving staff professional development options, increasing participation in meetings held around the state, providing specialized classes (sign language) to other school districts, and increasing parental, special education units, and local home school districts participation in the program of students from districts throughout the State of North Dakota currently attending the ND School for the Deaf. It is also used by outside agencies, groups, and/or individuals upon request and availability. As a result of the addition of this equipment, NDSD continues to be a member of the NESC (NE Education Services Cooperative) and will be an active participant in working with other school districts and the local college in implementing the video conferencing concept in sharing expertise and services.

NDSD upgraded its' backup system software and purchased external hard drive devices as a backup method. The entire network is backed up daily (Monday through Friday) on a hard drive and once a month a complete backup is completed and the hard drive is stored off campus. NDSD recently migrated campus-wide to Microsoft Office XP Pro as a standardized application and is currently in the process of migrating to Microsoft Office 2003 and will continue to install this program until all computers campus-wide are upgraded. NDSD will continue to upgrade software programs as needed and required to maintain an up-to-date system. Educational software is continually evaluated and recommendations made as needed. Efforts are focused on the integration of technology into the curriculum. The educational and residential areas currently utilize a number of educational software programs to enhance technology into the classroom as well as into the dormitory setting in the evenings.

As a state agency, NDSD's web page with the assistance of ITD continues to meet web accessibility compliancy issues. NDSD works with the state's Information Technology Department staff (ITD) in maintaining a web site that provides up-to-date information as well as meeting compliancy issues required by the state. The web page is hosted by the state and will be reviewed and updated as needed.

With increased use of the Internet and Email services, NDSD realizes the importance of safeguarding the school's network against viruses and other dangers that come with Internet usage. As a member of the state K-12 network, NDSD obtains its licenses and updated software (Symantec System Client) through Education Technology Services (EduTech). Virus definitions are updated daily from the EduTech server to provide protection to the school's network from numerous damaging viruses. EduTech also provides NDSD with an added firewall protection (Symantec Firewall Client).

NDSD maintains and updates as needed an in-house messaging software program (Pink Notes) which is another means of communicating between classrooms and other

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departments. This program has proven to be a valuable asset in relaying information quickly and as another method of using technical means to achieve its mission.

NDSD recently worked with the Telecommunications Division of ITD in a state effort to work with other state agencies in Devils Lake in providing voice mail options via NDSD's PBX box. NDSD's phone numbers had to be changed because of this effort and the transition has been quite smooth. The voice mail option is available on several phones throughout the campus. This service is another means of communicating with fellow staff members as well as the general public having the option to leave messages in designated areas when there is no one immediately available. However, the program is not compatible with the telecommunication system for the deaf (TTY) and needs to be addressed further in order to be a vital asset to the deaf population.

All staff is given an opportunity for technology-training when possible. A campus-wide survey is submitted at the end of the school year to help determine technology training for all departments according to staff needs and budget. NDSD is part of the Devils Lake Area Teacher Center that offers and provides workshops, classes, and materials to use in the classroom. NDSD also has training opportunities and technical support by the regional EduTech Technology Services, Information Technology Department, Office of Management and Budget and Central Personnel offices, if needed.

All staff will be supported and encouraged to belong and attend organizations pertinent to their positions. In regards to technology, the coordinator is a member of the ND Association of Technology Leaders (NDATL), a statewide organization of technology leaders represented from all schools in the state. The NDATL meets on a regular basis providing leadership and guidance for schools as well as a means of sharing vital information and technology. NDATL meets quarterly via the ND IVN network.

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		CURRENT APPROPRIATION	BUDGET REQUEST	OPTIONAL ADJUSTMENTS	REQUEST PLUS OPTIONALS	SUBSEQUENT BIENNIUM
IT5110	SALARIES - PERMANENT	\$0	\$76,104	\$0	\$76,104	\$0
IT5111	ADDITIONAL SALARIES	\$74,640	\$0	\$0	\$0	\$0
IT5141	ADDITIONAL OVERTIME	\$4,635	\$0	\$0	\$0	\$0
IT5160	FRINGE BENEFITS	\$0	\$26,444	\$0	\$26,444	\$0
IT5161	ADDITIONAL FRINGE BENEFITS	\$26,199	\$0	\$0	\$0	\$0
IT5310	IT SOFTWARE AND SUPPLIES	\$8,000	\$7,650	\$0	\$7,650	\$0
IT5510	IT EQUIPMENT UNDER \$5000	\$73,572	\$72,200	\$0	\$72,200	\$0
IT6010	IT DATA PROCESSING	\$79,754	\$87,378	\$0	\$87,378	\$0
IT6020	IT COMMUNICATIONS	\$41,734	\$53,725	\$0	\$53,725	\$0
ITS101	IT FTE COUNT	\$1	\$0	\$0	\$0	\$0
Total Budget:		\$308,535	\$323,501	\$0	\$323,501	\$0
001	STATE GENERAL FUND	\$187,046	\$182,398	\$0	\$182,398	\$0
353	SCHOOL FOR THE DEAF FUND - 353	\$119,631	\$138,465	\$0	\$138,465	\$0
FED1	IT FEDERAL FUNDS	\$1,857	\$2,638	\$0	\$2,638	\$0
Total Funding:		\$308,535	\$323,501	\$0	\$323,501	\$0